



Conservation Easement Acquisition for Private Wetland Banks

The significant steps in the acquisition process are as follows:

1. Preliminary review by BWSR of ownership information and potential issues.
2. Title commitment with required survey received and reviewed by BWSR.
3. Conservation easement document prepared by BWSR for landowner signature.
4. BWSR works with landowner's title agent to finalize title insurance policy.
5. BWSR records conservation easement.

To initiate the easement acquisition process each landowner must:

- Complete and sign the *Conservation Easement Initiation Form*.
- Complete the *Conservation Easement Assessment Form*.
- Submit Section 1 forms and documents on the *Conservation Easement Acquisition Checklist*.

Submit information to Dave Rickert via mail (BWSR, 520 Lafayette Road North, Saint Paul, MN 55155) or e-mail (dave.rickert@state.mn.us). We will conduct a review for potential acquisition issues prior to completion of the required survey and title commitment. If you wish, you may provide the survey and title commitment along with the other required information, however, we recommend that you allow us to complete this preliminary review prior to paying for survey work that may need adjustment later in the process. You may wish to have a title opinion (based on a general legal description of the property) prepared by a title agent for our review prior to paying for survey work, preparation of a title commitment and/or project implementation. This step may reduce your financial risk by identifying issues before survey and more extensive title work are completed.

After easement acquisition, refer to *Establishing an Individual Wetland Bank Site in Minnesota* fact sheet for information about depositing credits and associated fees.